



Burnham Overy Village Hall

REPORT to the ANNUAL PARISH COUNCIL MEETING

Date & time: **Monday May 23rd, 2022, 6PM.**
Location: St Clement's Church, Burnham Overy Town

The Burnham Overy Village Hall (BOVH) is undergoing huge change in 2022 with a welcome resurgence in hires and refurbishment. We have a full complement of dedicated core members of the committee that have steered us through and out of the Covid-19 lockdowns. The principal highlight of our year has been the single-handed orchestration, by our treasurer, of both the commissioning and funding of the project to refurbish all the external windows and doors of the building.

Initially, the committee looked at the possibility of installing solar PV. In the short term, finance from reserves was released to undertake improvements to ventilation (window easement) that would comply with Covid regulations. The major refenestration project will improve heat retention in winter and overall security with the modern, sealed, double-glazed units. Further, wheelchair access to the garden will be properly enabled by removing the 6" step from the patio into the garden hall room. A programme of future maintenance will continue including repairs to the flat lobby roof and further exterior redecoration. Since the easing of lockdown, hirers have enjoyed the use of the building as venues for art exhibition, dining clubs, and our very own treasurer's birthday party celebration.

As a result of our treasurer's unstinting diligence and tenacity, the BOVH financial position is in good shape. As of April 22nd, a projected cash balance of £87k less the window project costs of £66k and the retention of a prudent operational reserve of £10k will leave sufficient funds of almost £11k to begin the urgent repairs to the flat roof. See the attached summary report.

A projected £4.5k, for the period January to December 2022, will be derived from about 120 calendar entries. We hope that the ongoing programme of improvements will encourage more folk to hire our refurbished hall, thereby increasing community engagement, hire income and reducing dependence on grant aid and charitable donations.

Dominic Edmonds
Chairperson BOVH, 23 May, 2022

VILLAGE HALL WINDOWS & DOOR RENEWAL PROJECT**£000's****PROJECT COSTS**

Date	Item		
13 Oct 21	Supply of windows		33.70
14 Sep 21	Fitting of windows		11.22
20 Oct 21	New garden door cill (estimate)		1.00
1 Nov 21	Supply & fit front door and frame		2.96
1 Nov 21	Supply & fit Window screw jacks		0.38
11 Nov 21	VAT		9.85
	Windows & doors		<u>59.12</u>
3 Nov 21	Initial decoration quote		3.52
3 Nov 21	Extra decoration quote: front door		0.22
3 Nov 21	Additional decoration paint materials		0.18
	Decoration		<u>3.92</u>
	Contingency	5%	3.15
	Project Cost Estimate		<u>66.19</u>

PROJECT SOURCES of FUNDING

6 Jan 22	Jack's Lane Farm CBF	3.00	
	Audrey Earle Charitable Trust	3.13	
	Garfield Weston Foundation	6.00	
	Esmee Fairbairn Foundation	5.00	
10 Mar 22	Lennox Hannay Trust	8.67	
	<i>Grants Received</i>		<u>25.80</u>
	Wardrobe Bonanza	1.00	
	Wreath Making	0.05	
	Burnham Overy 2021 Proms	2.02	
	Burnham Overy 2021 Fete	2.10	
	<i>Parishioner Fundraising Received</i>		<u>5.17</u>
	<i>Parishioner Donations Received</i>		2.07
	Project Funds Received		<u>33.03</u>
24 Aug 21	CIL Grant 2021	10.00	
	CIL Grant 2022	7.50	
18 Oct 21	Bernard Sunley	5.00	
	Burnham Overy Parish Council	-	
	Grants In Transit and Pledged		<u>22.50</u>
	<i>Project Grants, Fundraising & Donations</i>		<u>55.53</u>
	Drawn down from Reserves		<u>10.66</u>
	Project Funding		<u>66.19</u>

VILLAGE HALL WINDOWS & DOOR RENEWAL PROJECT

£000's

FUNDS: LIQUIDITY & CASHFLOW

SOURCE of FUNDS		
22 Apr 22	Business Savings Bank Account	53.81
22 Apr 22	Current Bank Account	10.45
	Current Cash Balances	<u>64.26</u>
	Grants In Transit and Pledged	22.50
	Projected Cash Balances	<u>86.76</u>
USE of FUNDS		
	Project Funds Received	(33.03)
	Grants In Transit and Pledged	(22.50)
	Drawn down from Reserves	(10.66)
	Windows and Door Replacement	<u>(66.19)</u>
	Operational Prudent Reserve	(10.00)
	Available Reserve for Maintenance Projects	<u>10.57</u>

BURNHAM OVERY VILLAGE HALL

RECEIPTS AND PAYMENTS ACCOUNT

1st APRIL 2021 to 31st MARCH 2022

<u>RECEIPTS</u>	<u>2022 TOTAL</u> £	<u>2021 TOTAL</u> £	<u>Difference</u> £	<u>Difference</u> %
Rent	3,530.00	120.00	3,410.00	2842%
Donations	5,194.00	-	5,194.00	
Overy Proms	2,015.00	-	2,015.00	
Wardrobe Bonanza	1,002.00	-	1,002.00	
Wreath Making	50.00	-	50.00	
Fete	2,198.29	-	2,198.29	
Interest Received	1.06	13.06	(12.00)	(92%)
Business Rates Grant	-	10,000.00	(10,000.00)	(100%)
Grants: Lennox Hannay Trust	8,673.00	-	8,673.00	
Esmee Fairbanks	5,000.00	-	5,000.00	
Garfield Weston	6,000.00	-	6,000.00	
Jacks Lane Wind Farm	3,000.00	-	3,000.00	
	<u>36,663.35</u>	<u>10,133.06</u>	<u>26,530.29</u>	<u>262%</u>
 <u>PAYMENTS</u>	 £	 £	 £	
Water	176.42	168.91	(7.51)	(4%)
Electricity	444.73	212.86	(231.87)	(109%)
Fire Extinguisher Service	-	62.40	62.40	
Cleaning	180.00	-	(180.00)	
Insurance	753.88	738.58	(15.30)	(2%)
Landscaping	793.00	354.00	(439.00)	(124%)
Building Maintenance	3,515.60	2,138.86	(1,376.74)	(64%)
Internet	199.50	199.50	0.00	0%
Electrical Maintenance	80.00	1,138.99	1,058.99	93%
Sundries	163.19	-	(163.19)	
	<u>6,306.32</u>	<u>5,014.10</u>	<u>(1,292.22)</u>	<u>(26%)</u>
 Surplus for year	 <u>30,357.03</u>	 <u>5,118.96</u>	 <u>25,238.07</u>	 <u>493%</u>
 Reserves b/fwd	 33,648.70	 28,529.74	 5,118.96	 18%
Surplus for year	<u>30,357.03</u>	<u>5,118.96</u>	<u>25,238.07</u>	<u>493%</u>
Reserves c/fwd	<u>64,005.73</u>	<u>33,648.70</u>	<u>30,357.03</u>	<u>90%</u>

These accounts reflect a true record of all transactions and agree with bank statements of Burnham Overy Village Hall for the year ended 31st March 2022.



.....Adam Bunkle BSc., FCA.

BURNHAM OVERY VILLAGE HALL

BANK RECONCILIATIONS

YEAR ENDED 31st MARCH 2022

Barclays Bank: Community Account

Sort Code 20-30-81
Account No. 90220825

	£
Balance per Bank Statement	53,558.26
Add: Interest Received	
Less: Outstanding Payments / Receipts	0.00
Balance per Reconciliation	<u>53,558.26</u>

	£
Balance per Barclays Bank Community Account at 1st April 2022	23,202.29
Add: Cash Book Receipts	36,662.29
Less: Cash Book Payments	<u>6,306.32</u>
Balance per Cash Book	<u>53,558.26</u>

	£
Balance per Reconciliation - Barclays Bank Community Account	<u>53,558.26</u>
	<u>53,558.26</u>
Difference	<u>0.00</u>

Barclays Bank: Rate Reward Account

Sort Code 20-30-81
Account No. 73475719

	£
Balance per Bank Statement	10,447.47
Add: Interest Received	
Less: Outstanding Payments / Receipts	0.00
Balance per Reconciliation	<u>10,447.47</u>

	£
Balance per Barclays Bank Rate Reward Account at 1st April 2022	10,446.41
Add: Cash Book Receipts	1.06
Less: Cash Book Payments	<u>0.00</u>
Balance per Cash Book	<u>10,447.47</u>

	£
Balance per Reconciliation - Rate Reward Account	<u>10,447.47</u>
	<u>10,447.47</u>
Difference	<u>0.00</u>

Reconciliation Summary:

	£
Balance per Community Account as at 1st April 2021	23,202.29
Balance per Rate Reward Account as at 1st April 2021	10,446.41
Add: Cash Book Receipts	36,663.35
Less: Cash Book Payments	<u>(6,306.32)</u>
Total Reserves Value per Cash Book	<u>64,005.73</u>

Bank Balances per year end reconciliation:	
Balance per Community Account as at 31st March 2022	53,558.26
Balance per Rate Reward Account as at 31st March 2022	10,447.47
	<u>64,005.73</u>



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Burnham Overy Village Hall

**On accounts for the year
ended**

31st March 2022

**Charity no
(if any)**

303921

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

08/01/2023

Name:

Adam Bunkle

**Relevant professional
qualification(s) or body
(if any):**

FCA of the Institute of Chartered Accountants in England & Wales.
Registration number 8664146.

Address: Folly House, 9 Church Street,
North Creake, Fakenham,
Norfolk, NR21 9JN.

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Nothing to disclose.